



BTC Southampton Football Club.  
Coaches Registration Form  
2010/2011

Team Name: \_\_\_\_\_

Coaches Details

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Post Code: \_\_\_\_\_

Contact Tel: \_\_\_\_\_

It is natural that winning constitutes a basic concern for coaches. This code is not intended to conflict with that. However, the code calls for coaches to disassociate themselves from a win at all costs attitude.

For all intense and purposes, BTC Southampton Football Club will herein and after be referred to as the "club"  
I the above named person hereby agree to be held in accordance with the Clubs and the Club committee's rules, guidelines & Term & conditions as stipulated in the constitution and codes of conduct for such club. In particular (but not limited to codes of conduct for managers/coaches & Payment of fees) as stated overleaf.

We hereby agree to be bound by any decisions made by the management committee in such way as to the direction of the club and or teams as stipulated to be deemed necessary.

As representatives of the Club, I hereby agree to conduct myself in a professional and courteous manner, any such action by myself that could in fact bring the club in any form into disrepute may lead to me being subject to a formal investigation carried out by no less than 2 members of the club Committee. I fully understand that such action that would lead to any investigation could, if deemed necessary, lead to (but not be limited to) suspension or expulsion from the Club.

Full term and conditions available on request, summary on reverse of page.

Signed (Coach)\_\_\_\_\_

Date: \_\_\_\_\_

## Terms and Conditions

### Payment of Fees:

#### **Youth**

ALL managers must produce ALL registration paperwork and either the full amount of £90 or a completed "Payment plan" application for a minimum of 9 players by the 1<sup>st</sup> July. If this is not received in full then the respective team will not be registered by BTC for that coming season and will forfeit all rights and association with BTC. No excuses or extensions will be granted.

Where possible, an open day will be held on the 2<sup>nd</sup> Saturday of June, for all managers to hand in the relevant paperwork and payments as described above. This will be held at the BTC Club house or other suitable residence if the BTC Club house is un-available on that date.

All managers will be made aware of the location no later than 2 weeks before the date of the open day.

No additional players will be registered until ALL paperwork and monies have been received by the Treasurer.

#### **Payment plan**

In the event that any player or players guardians are suffering any type of financial hardship and cannot meet the required amount needed to register his or her child for that season we may, if deemed reasonable offer the following solution to ease the financial burden on them.

#### Payments of £22.50 per month over a 4 month period

If a payment plan is required then the following rules will be adhered to:

The date set for receiving all payments is the 2<sup>nd</sup> of the month

If a payment is missed then the player will not be able to play in any match until the money has been received to the club.

If after 1 week the money is still not received the respective manager will be approached explaining that no payment has been received and that that player is now in breach of the payment plan. The manager will be given 7 days to make contact with the player and report back to the committee.

If after 2 weeks (or 7 days of approaching the respective manager) the money is not handed in, a letter will be sent to the Childs parent / guardian explaining that the money MUST be paid within 7 days as they risk having their child de-registered from the club.

If after 3 weeks we have still been unable to obtain funds, then the player, his or her parent / guardian & manager will be asked to attend a meeting with the clubs Secretary, Treasurer & CWO within 72 hours of that Sunday of that week and we will look to De-Register that player.

Failure to attend this meeting will also result in the player being de-registered by the club.

In the event that a player is de-registered from the club for non payment – no money will be returned to that player or his parent / guardian, if any has been paid thus far

All offers of a payment plan will be at the Treasurers and CWO's discretion, so it should be good practise to try and obtain, where possible the full amount of funds required in the first instance.

If a manager feels that this may be needed they are to complete the "Payment plan" application that can be requested from with the Treasurer or CWO and return at the earliest available opportunity.

As previously stated, ANY manager NOT found to have returned his/her paperwork in full for a minimum of 9 players, along with either an application for a payment plan or the full amount of £90 by the 1<sup>st</sup> July will not have their team registered for that season and forfeit all rights and association with the BTC Club.

#### **Non Youth Teams**

The registration fee is set at £15.00 per player for the season

All Managers are to ensure that a match fee of £72 is received by the committee or paid through the on-line payment system within 1 week of the game finishing.

The manager is to ensure that the money has been received BEFORE the team leaves

The manager is to hand the record sheets, stating who played and the money from those players to either the club treasurer, chairperson or secretary as soon as the match has finished or in the event of an away game being played as soon as they arrive for their FIRST home game after

ANY player who does not pay on time will not be allowed to play again until the money owing and the next games money upfront has been paid

Managers found to be knowingly allowing their players to play without seeking payment will be subject to action taken as deemed reasonably by the BTC committee

#### **Team money "Subs"**

ALL managers are aware that the collecting of "Sub" money from any player for any other benefit other than for that of the child in way of trophies, parties etc is strictly forbidden by the BTC Committee.

No manager has any right to collect any monies from players or their associated parties for their own use.

Any money collected in way of "subs" will be handed to the BTC Treasurer and not kept on themselves

Any money handed to the BTC Treasurer will be recorded by way of a receipt issued

A team manager can, with at least 48hours notice made to the BTC Treasurers request to see his or hers teams sub money saved up.

No manager will have access to any other records other than their own

#### General

#### Use of premises

The premises of the club, and amenities therein provided are for the use of members who shall be bound by the rules of the club. The premises shall not be used for political meetings or activities of a controversial character. It shall be permissible for the committee to provide facilities for meetings of other organisations and to organise in the premises events to which the general public may be admitted, providing always that such arrangements shall not unduly interfere with the normal use of the premises by the members.

#### Hours of sale of intoxicating liquors

The permitted hours for the supply of intoxicating liquor shall be those allowed in accordance with the provisions of the licensing act 1964 and as amended by the licensing act 1988 & 2003 furthering the provisions under any forthcoming legislation

#### Code of Conduct for Coaches and Managers

1. Coaches and Managers must respect the rights, dignity and worth of each and every person and treat each equally within the context of the sport.
2. Coaches and Managers must place the well being and safety of each player above all other considerations, including the development of performance.
3. Coaches and Managers must adhere to all guidelines laid down by governing bodies.
4. Coaches and Managers must develop an appropriate working relationship with each player based on mutual trust and respect.
5. Coaches and Managers must not exert undue influence to obtain personal benefit or reward.
6. Coaches and Managers must encourage and guide players to accept responsibility for their own behaviour and performance.
7. Coaches and Managers must ensure that the activities they direct or advocate are appropriate for the age, maturity, experience and ability of players.
8. Coaches and Managers should, at the outset, clarify with the players (and, where appropriate, parent) exactly what is expected of them and also what they are entitled to expect from their coach.
9. Coaches and Managers must co-operate fully with other specialists (e.g. other coaches, officials, sports scientists, doctors, physiotherapists) in the best interests of the player.
10. Coaches and Managers must always promote the positive aspects of the sport (e.g. fair play) and never condone violations of the Laws of the Game, behaviour contrary to the spirit of the Laws of the Game or relevant rules and regulations or the use of prohibited substances or techniques.
11. Coaches and Managers must consistently display high standards of behaviour and appearance.
12. Coaches should not to use or tolerate inappropriate language.

All managers and assistant coaches are also expected to adhere to the clubs equality, equal opportunity, child protection and other such set guidelines as governed by the BTC Football Committee. Failure to abide by these rules may lead to the suspension or expulsion from the club for either or both the manager and assistant coach. In this event and monies paid to the club will be non refundable and forfeited.

Details on the above policies can be found on our web site at [www.btcfootballclub.co.uk](http://www.btcfootballclub.co.uk) or are available on request.

By signing this document you are agreeing to our terms and conditions and are assumed to have read and understand the rules and guidelines as stipulated.